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Office Memorandum • UNITED STATES GOVERNMENT

TO : Comptroller

DATE: 20 July 1961

FROM : Chief, Audit Staff

SUBJECT: Report of Audit - Payroll Branch, Fiscal Division
For the period 1 July 1959 to 31 March 1961

Attached is subject report. We found no
matters which require administrative action.

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Attachments

Distribution:

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DOI	2	REV DATE	24-3-81	BY	006199
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AUDIT STAFF REPORT OF AUDIT

This report presents the findings developed from an audit of activities and accounts undertaken pursuant to Audit Staff responsibilities and authorities set forth in organization regulations. The audit included review and appraisal of internal controls and procedures and such other audit processes, test checks and verification of accounts, assets and transactions as were considered appropriate and consistent with generally accepted audit standards in the circumstances.

The objectives of the audit were to determine for management whether

- (1) Adequate controls and procedures have been established and are being applied effectively to safeguard organization resources and assure that resources are used only for approved and legal purposes, and
- (2) Activities are being conducted economically, efficiently and in conformance with policy determinations and directives.

The Audit Staff will be glad to furnish such additional data as may be available to it on any matter discussed in this report and to assist in any actions on these matters.

Payroll Branch

Fiscal Division

Office of Comptroller

For the period:

From 1 July 1959

To 31 March 1961

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Chief, Audit Staff

Date 20 July 1961

This report consists of 1 pages.

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Report of Audit
Payroll Branch, Fiscal Division
Office of Comptroller

For the Period
1 July 1959 to 31 March 1961

Audit Comments

1. The activities of the Payroll Branch have been well managed and carried out in an efficient manner. The controls and procedures are adequate.
2. We found no matters requiring administrative action.
3. We wish to express our appreciation to the Payroll Branch personnel for their cooperation and assistance during the audit.

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